



CERTIFICATE OF OCCUPANCY

The Certificate of Occupancy (CofO), whether temporary or final is issued by the Building Official. LDD does not produce these, though CofA’s added by LDD may prevent the issuance of a TCofo or CofO.

LDD makes every effort to monitor CofA’s to ensure that they are signed-off in a timely manner when they are satisfied. If you feel you have a CofA that has not been properly signed-off and you believe the condition has been fulfilled, please contact your LDD Plan Reviewer assigned to the Building Application Review.

CONTACTING THE LDD PLAN REVIEWER

In KivaNet you can identify the LDD Reviewer by click on the LDDREV Activity that has the description of “LAND DEVELOPMENT DIV PLANS REVIEW” and looking at the name and e-mail address of that reviewer. You can contact them by Phone at **(816) 513-1500 Option 2**, and ask for them by name.

CofA’s that have not been fulfilled, should be reviewed and resolved so that the CofA can be signed-off and final processing of the CofO can be processed. LDD does not wish to hold up any CofO, therefore please contact us if there is any assistance we can provide to resolve our CofA’s.